

**Amendment No. 3
to Agreement No. 2023-0063-CDD/KE
Between Santa Fe County and Neighborly Software**

This Amendment is made this 4th day of March, 2025, between **Santa Fe County** (the “County”), and **Benevate, Inc., dba Neighborly Software** (the “Contractor”).

WHEREAS, the County and Contractor entered into Agreement No. 2023-0063-CDD/KE (the “Agreement”) on August 3, 2023, to provide for the Contractor’s provision of software for the County's Affordable Housing Division; and

WHEREAS, the County was informed that effective October 15, 2024, the Contractor changed its name to Benevate, LLC; and

WHEREAS, Article 14 (No Oral Modifications, Written Amendments Required) of the Agreement allows the parties to amend the Agreement by an instrument in writing signed by the parties; and

WHEREAS, Amendment Nos. 1 and 2 increased the compensation payable to the Contractor, amended the Contractor’s Services and extended the term to August 3, 2025; and

WHEREAS, by this Amendment No. 3 the parties agree to amend the Agreement to show the Contractor’s name change to Benevate, LLC, increase the compensation payable to the Contractor and amend the Contractor’s Services.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. All references to the Contractor as “Benevate, Inc.” are changed to “Benevate, LLC.”
2. Article 1 (Contractor’s Services) insert a subparagraph 2.1 to read:
 - 2.1 By Amendment No. 3 the Contractor’s Services are amended to include the Developers Assistance Program to assist developers with housing development infrastructure costs.
3. Article 3.A (Compensation, Invoicing and Set-Off) insert a subparagraph d to read:
 - d. By Amendment No. 3 the compensation payable to the Contractor is increased by the sum of \$3,500. The compensation payable to the Contractor for the term of this Agreement will not exceed \$66,500.00, *inclusive* of NM GRT.
4. All other provisions of the Agreement not specifically amended or modified by Amendment Nos. 1 and 2 and this Amendment No. 3 will remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date of last signature by the parties.

SANTA FE COUNTY:

 _____ Gregory S. Shaffer Santa Fe County Manager	<u>3/4/2025</u> _____ Date
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Approved as to form:

<u>Roberta D. Joe for W.B.</u> Walker Boyd Santa Fe County Attorney	<u>February 11, 2025</u> _____ Date
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CONTRACTOR— Benevate, LLC

 _____ Signature	<u>3/3/2025</u> _____ Date
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Santa Fe County Purchasing Process Request Form

Agreement No. 2023-0063-CDD/KE

Date Submitted:	8/23/2024	Requesting User Agency:	CDD/Admin
Name & Phone of Contact Person:	Denise Benavidez (505) 986-6264		
Contract Tracking #/Buyer	2023-0063-CDD Kenneth Smith EXT. 6354	BCC Approval? ☐ Yes ☒ No If yes, please indicate date	

AGENCY REQUEST: (Lease, MOU, Grant, Professional Services Agreement, Construction, Application, etc.) Describe the County, Public and/or Agency need. Describe what you are attempting to purchase, obtain or accomplish. Attach additional information relating to your request (scope of work, specifications, bid items on etc.)

Community Development Admin is requesting Amendment No. 3 to Neighborly Software Agreement 2023-0063-CDD to increase compensation by \$3,500.00 to add an additional Developer Assistance Program. This program is needed to assist developers with housing development infrastructure cost. The same terms and conditions apply with an increase of \$3,500 in compensation not exceed \$66,500, inclusive of NM GRT. A name changed was requested by Benevate Inc. to reflect the new name of Benevate LLC.

Does this request require IT approval? ☒ Yes ☐ No **If yes, is the approved work order attached?** ☐ Yes ☐ No

PURCHASING STATUS: CM to please sign Amendment No. 3

FINANCIAL / BUDGETARY INFORMATION: (If applicable, include a breakdown of project cost estimates; is funding already appropriated? If this action will result in revenue to the County, include the total compensation and timetable. Include funding information (Grant, Fund, etc.) and other requirements, etc.)

Grant	Capital Fund & Cost Center Approval	Budget Approval:
Is this grant related? ☐ Yes ☒ No	Is this a capital project? ☒ Yes ☐ No	
If yes: provide fund(s) _____	Capital approval: _____	
Grant approval: _____	Fund/Cost Center approval: _____	

Please provide account number(s) for this request: 224-2317-483-8016

LEGAL FORM: (Is this a new contract or an amendment or change of a previously submitted procurement or contract? Identify any known liabilities and/or risks to the County.

LEGAL APPROVAL: (sign and date)

FINANCE DIRECTOR APPROVAL: (sign and date)

COUNTY MANAGER APPROVAL: (sign and date)

Gregory S. Shaffer, County Manager 3/4/2025

ATTACH NEEDED DOCUMENTS (Purchase Requisition, Justification Memo & Documentation (sole source, emergency or other procurement exemption), W-9 for new vendor, draft BCC memorandum, Price Agreement used (SPA, GSA, etc.)) REQ#250622, Agreement 2023-0063-CDD/KE & Amend No. 1, and Quote